

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
DECEMBER 21, 2020**

A regular board meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 21st day of December 2020.

PRESENT:	Rick Hauser	Mayor
	Dariel Draper	Trustee
	Eleanor Jacobs	Trustee
	Jacquie Billings	Trustee

ALSO PRESENT:	Matt Horn	Acting Village Administrator
	Christina Slusser	Village Clerk

GUEST:	Lorraine Sturm
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Mayor Hauser called the meeting to order at 7:30 pm and led in the pledge to the flag.

PUBLIC COMMENT

No members of the public offered comment.

PRESENTATIONS & BOARD ACTIONS

BOARD MEETING MINUTES

Motion to approve the minutes from the December 7, 2020 board meeting was made by Trustee Jacobs and seconded by Trustee Billings. Motion was carried with all voting aye.

UPDATE – APPLICATION STRATEGY: NEW YORK MAIN STREET

The State released a call for applications for the New York Main Street program. Interim administrator Matt Horn and Mayor Hauser met virtually with Ed Flynn and came up with a focus that makes sense for the Village. The intent is to provide a strategy that helps support economic resilience of downtown businesses. Some funding may also be available for streetscape improvements. The grant application is due January 15th.

DISCUSSION REGARDING FRESH START LOAN PROGRAM

The board is interested in looking into rolling out another loan program. Information will be gathered on the funds available to do so. A survey will be created to send to current borrowers to gather feedback on the previous round of loans.

RESOLUTION AUTHORIZING FUNDS FOR GRANT ADMINISTRATION – MRB GROUP

The Village is close to being able to close out two grants. MRB Group is looking to extend the grant contract by \$2,000 to close out the DASNY grant and park grant for the beach project. Motion was made by Trustee Jacobs to authorize the contract extension for MRB Group's grant

administration services by \$2,000 which was seconded by Trustee Billings and carried with all voting aye.

RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT – ESI

Employee Services Inc. offers an Employee Assistance Program to the Village of Perry. The contract is up for renewal annually and offers counseling and general quality of life benefits to employees and their household members. The annual program cost is \$1,870 for all employees. Trustee Billings made a motion for the Mayor to sign the annual agreement with ESI, which was seconded by Trustee Draper, and carried with all voting aye.

RESOLUTION AUTHORIZING PUBLIC HEARING – LOCAL LAW AMENDING CHAPTER 98

Trustee Billings made a motion to authorize the scheduling of a public hearing on January 4, 2021 at 8:00 pm regarding the amendment of chapter 98 dealing with separation of the Village Administrator. The motion was seconded by Trustee Jacobs and carried with all voting aye.

RESOLUTION AUTHORIZING AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT – MRB GROUP

The Village is ready to go to bid on the WWTP Improvement Project. Due to some complexities, MRB Group needs to extend the engineering service agreement to add \$42,000. This includes updates to the sewer use law, finance administration, hazardous materials monitoring, and miscellaneous services during construction management. The Public Works Committee was previously briefed on these additional costs by MRB Group. A motion was made by Trustee Billings to approve up to \$42,000 for additional services relating to WWTP Improvements which was seconded by Trustee Draper and carried unanimously.

RESOLUTION APPOINTING VILLAGE ADMINISTRATOR

A resolution was passed appointing Samantha Pierce as the Village Administrator. The board conducted a nation-wide search and an extensive interview process. Ms. Pierce's effective appointment date is January 19, 2021 and she will earn an annual salary of \$75,000. Motion to adopt the Resolution Appointing Samantha Pierce as Village Administrator was made by Trustee Billings, seconded by Trustee Jacobs, and carried unanimously.

CLERK/DEPUTY TREASURER REPORT

Approval of payments was made for vouchers #548-641 for the Clerk/Deputy Treasurer Report dated 12/21/2020.

General Fund	\$72,139.86
Spec. Grant Funds	\$3,839.87
Water Fund	\$29,413.01
Sewer Fund	\$12,720.54
Capital Projects Fund	-
Silver Lake Watershed Commission	\$52.06
<u>Trust & Agency</u>	<u>\$219.96</u>

TOTAL

\$118,385.30

Vouchers were reviewed and audited by Trustee Draper.

Motion was made by Trustee Jacobs and seconded by Trustee Billings authorizing payments in the amount of \$118,385.30 which was carried all voting aye.

RESOLUTION RESCHEDULING JANUARY BOARD MEETING FROM JANUARY 18TH TO JANUARY 19TH

Motion was made by Mayor Hauser to reschedule the second board meeting in January to January 19th due to Martin Luther King Jr. Day. Motion was seconded by Trustee Draper and carried with all voting aye.

REVIEW CUSTOMER REQUEST TO WAIVE SEWER FEES

The Village received a written request from Daniel & Luanne Hill of 221 South Main Street to waive sewer fees due to a higher-than-normal water/sewer bill. A re-read and profile extraction was completed by the WTP. Staff was able to identify the spike in water usage but was unable to determine that the water did not go into the sewer and was not treated by the WWTP, therefore the board was unable to authorize a credit at this time.

DEPARTMENT REPORTS

The WTP/WWTP report was reviewed. No action is needed.

TRUSTEE REPORTS

Trustee Billings met with the Fire Department and reported that the County reached out to the Fire Department to gauge interest in their members getting vaccinated for COVID-19 if supplies last.

Trustee Jacobs is ready to submit the Tree City USA application.

Mayor Hauser addressed the budget schedule. A briefing will be ready in January, as it is currently in the works. Mayor Hauser received a letter regarding Travers Place and questioned who is responsible for maintenance. A committee also spoke to the owner of a property along the Silver Lake Trail area concerning the right of way. Appointments will be tabled for the Trail Town Committee.

EXECUTIVE SESSION

Mayor Hauser made a motion to enter executive session at 8:20 pm which was seconded by Trustee Draper and carried with all voting aye.

Respectfully submitted,
Christina Slusser
Village Clerk